

**MEDPROS**  
FORCE HEALTH PROTECTION

# USER GUIDE



## e-Profile

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For system problems and login problems (non-AKO), contact:

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**[WWW.MODS.ARMY.MIL](http://WWW.MODS.ARMY.MIL)**

# **e-Profile User Guide Getting Started**

**August 2012**

**Revision History**

<b>Version</b>	<b>Date</b>	<b>Description</b>
2.0	August 2012	This version includes the additional read only component fields and changes to mandatory fields on registration process
1.0	March 2012	This version includes instructions for all users of e-Profile, to include registration, navigation and roles.

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## **1.0 Introduction to e-Profile**

### **1.1 Background**

e-Profile is an application within Medical Operational Data System (MODS) suite which allows global tracking of all Army Soldiers who have been determined by the medical system to have a temporary or permanent medical condition that may render them medically not ready to deploy.

### **1.2 Purpose**

This application provides a fully automated profile process, Form DA 3349 entry to routing final profile to Commander. It uses smart logic to improve quality of profiles and enforces profile process standardization and quality control. It increases communication between Commanders and Providers, helping to ensure Soldiers get corrective intervention, either medical care or board process. The application follows the Physical Profiling guidelines set forth in AR 40-501, Standards of Medical Fitness [http://www.army.mil/usapa/epubs/pdf/r40\\_501.pdf](http://www.army.mil/usapa/epubs/pdf/r40_501.pdf).

### **1.3 Application Components and Validations**

The e-Profile application consists of admin, profile, report, MEB, PEB, and MAR2 modules. e-Profile validates user's access to different modules based on their user role. For information on User roles and their access, refer to Appendix A.

### **1.4 Intended Audience**

This e-Profile User Guide is intended for all users utilizing the e-Profile application.

### **1.5 Prerequisites**

To access e-Profile, you must have an active Common Access Card (CAC). All credentialed providers must successfully complete the Medical Profiling Course (Course number '081SDL10-00CDL-0003') before they can access system

## 2.0 Browser Compatibility and Security Settings

### Browser Compatibility

You can view AJAX-enabled ASP.NET sites by using most modern browsers. The following lists show compatible browser versions and operating systems.

The client browsers should support the following technologies to ensure the e-Profile application renders and functions properly:

- ECMAScript (JScript, JavaScript) version 1.2
- HTML version 4.0
- The Microsoft Document Object Model (MSDOM)
- Cascading style sheets (CSS)

#### Supported Browsers

- Microsoft Internet Explorer 6.0 or later versions
- Mozilla Firefox version 1.5 or later versions
- Apple Safari version 2.0 or later versions

### Security and Privacy Settings

The following table lists required browser security and privacy settings for user browsing. In all cases, the recommended settings are the default settings for that browser.

Browser	Security and Privacy Settings
Internet Explorer versions 6 & 7	Set the Internet Zone, located in the Security Zone to Medium.
FireFox 1.5 or later versions	In the Tools menu under Options, select Enable JavaScript.

Security and Privacy Settings Table



**Note:** If browser security and privacy settings are set too high, JavaScript might be disabled. In that case, the browser cannot run the client-side functionality of an AJAX-enabled ASP.NET application.

### 3.0 Get System Access

To gain system access, you must have an active DoD CAC. When accessing e-Profile for the first time or after your account has expired or rejected, you will need to complete the registration process. Below are the steps for registering. If you have questions regarding registering, please contact the Help Desk at (888) 849-4341 or [medpros-eprofile@asmr.com](mailto:medpros-eprofile@asmr.com).

#### Registering for e-Profile

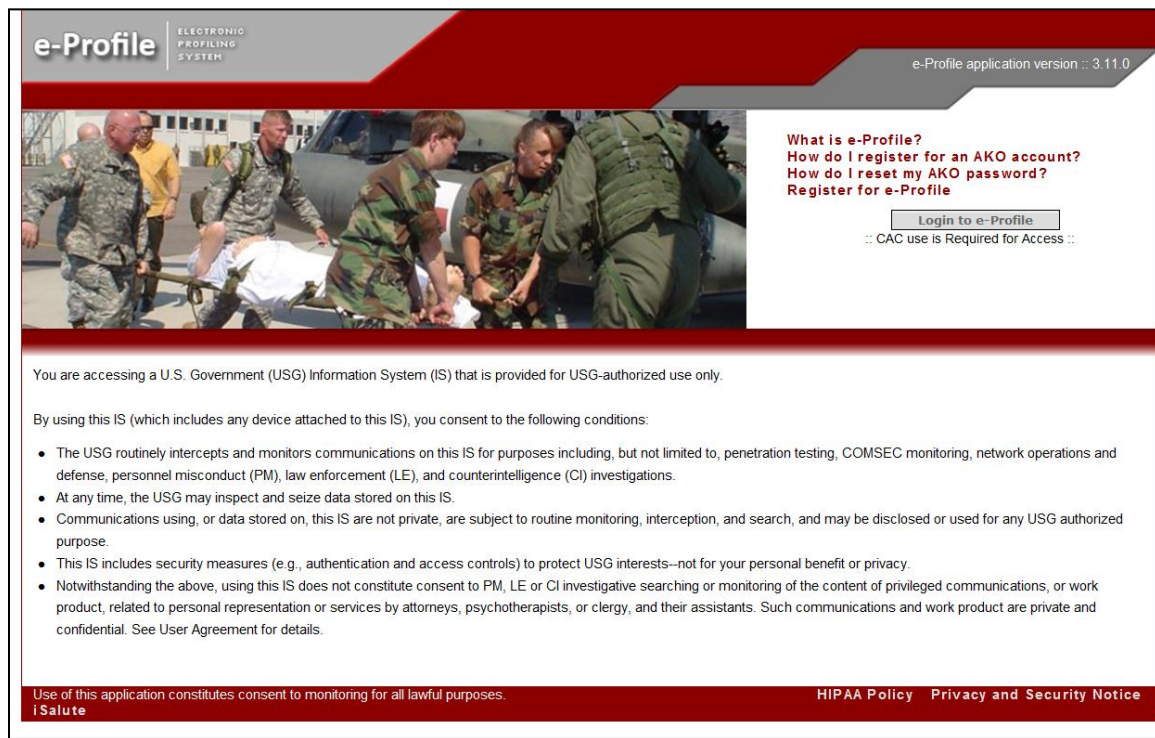
1. Go to the MODS domain page at <http://www.mods.army.mil>. The MODS homepage will open.

Getting Started	News and Events	Army Links
<ul style="list-style-type: none"> <li>What is MODS?</li> <li>How do I register for MODS applications?</li> <li>How do I register for an AKO account?</li> <li>How do I reset my AKO account?</li> <li>Who do I contact for help?</li> </ul>	<ul style="list-style-type: none"> <li>MODS: MODS Performance Issues - 07/13/2011</li> <li>MHA: Medical Health Assessment (MHA) Live 18 MAY 2011! - 05/18/2011</li> <li>MHA: Medical Health Assessment (MHA) Coming Soon - 04/25/2011</li> <li>MODS: RCR Availability - 03/08/2011</li> <li>MODS: Reserve Component Applications Moved - 03/04/2011</li> <li>MODS: MODS DODCAC Authentication - 12/16/2010</li> </ul> <p><a href="#">View All News and Events</a></p>	<ul style="list-style-type: none"> <li>AKO - Army Knowledge Online</li> <li>Army Medicine</li> <li>ARNG</li> <li>U.S. Army Home Page</li> <li>AMEDD C &amp; S</li> <li>Defense Link - DoD Home Page</li> <li>Tricare Homepage</li> <li>DENCOM</li> <li>MILVAX</li> <li>USAR - U.S. Army Reserve</li> <li>HRC Homepage</li> <li>AMAP - Army Medical Action Plan</li> </ul>

MODS Home Page



2. Point your cursor at the e-Profile link and click. The e-Profile homepage will open.



#### **e-Profile Home Page**

3. Click 'Register for e-Profile'. Windows will pop up stating you are accessing a U.S. Government Information System with the PII and HIPAA warnings. Click OK to continue. The registration screen will be displayed.


4. Enter your personal data. The red asterisk indicates fields that are required. Some information may be pre-populated based on data from your CAC or from a previous e-Profile account. Please confirm and make any modifications necessary. For User Type, Select Military Personnel and Civilian Employees unless you are with LHI.


**My Account > Application Registration**

Please complete the following form to register for e-Profile access. The data you submit will be used by MODS personnel for verification purposes only. Any attempt to pass false information for the purpose of gaining access could lead to criminal prosecution.

AKO ID:	1.PHY.FTLEE4	SSN: *	
First Name *:	Physician	Last Name *:	FLee4
Gender *:	Female		
Military Address *:	4050 Main Street		
City *:	Fairfax		
State *:	Virginia	Zip *:	99999
Phone *:	(999)999-9999	Fax:	( ) -
Email Address *:	physician.flee4@us.army.mil	DSN Phone:	( ) -
Medical Speciality:	Doctor of Medicine	User Type *:	Select User Type
Medical Department:	OCCTHRPY - Occupational Therapy		Select User Type Military / Civilian / Contractor LHI Contractor

#### Application Registration

 **Note:** Please enter in your **MILITARY / GOVERNMENT** email and address information. Entering in your personal / home information may delay access.


 **Note:** For Providers – the Medical Specialty you select will be appended to your signature on the DA 3349. The Medical Department will be displayed with your name in the routing provider pool list. This is a mandatory field for all credentialed providers.

5. Enter in the required elements, including your management component, role and location/site. Most drop downs are based on the Management Component you select. The AOC is required for all military and civilian Ortho PAs.

**Military Personnel and Civilian Employees**

Management Compo *:	Army	MTF *:	Select One
User Role *:	Physician	Primary UIC *:	Select One
Rank *:	Select Rank		FT BRAGG (WOMACK ARMY MED CTR)
Issuing Clinic:			FT HUACHUCA (USA MEDDAC FT HUACHUCA)
Duty AOC/MOS *:			FT LEE (USA MEDDAC FT LEE)
			FT LEONARD WOOD (USA MEDDAC FT L WOOD)
			FT MEADE (USA MEDDAC FT MEADE)
			FT HICKER (US ARMY MEDICAL CT)

#### Military Personnel and Civilian Employee section

 **Note:** For Providers – the Issuing Clinic you enter will be populated on the DA 3349 (block 17, Hospital or Medical Facility).



**Note:** If you are with another service (i.e., Air Force, Navy) supporting an Army installation, please select the Army component and MTF/location you are affiliated with.

6. If your role within e-Profile is based on UIC/Unit access, such as the Unit Commander or Unit Administrative Clerk, you will be required to select the UICs you are responsible for.
7. Verify all information entered is correct. PLEASE CONFIRM EMAIL ADDRESS. Click 'Back' to edit; 'Confirm' to continue.

**My Account > Application Registration**

Please complete the following form to register for e-Profile access. The data you submit will be used by MODS personnel for verification purposes only. Any attempt to pass false information for the purpose of gaining access could lead to criminal prosecution.

AKO ID:	1.PHY.FTLEE4
SSN:	
Rank:	MAJ/P
First Name:	Physician
Last Name:	FtLee4
Gender:	Female
Military Address:	4050 Main Street
City:	Fairfax
State:	Virginia
Zip:	99999
Email Address:	physician.ftlee4@us.army.mil
Phone:	(999)999-9999
DSN Phone:	
Fax:	
Management Compo:	Army
User Role:	Physician
Duty AOC/MOS:	65M
Primary Uic:	W2LMAA
Issuing Clinic:	Kenner
Region:	FT LEE (USA MEDDAC FT LEE)

#### Information Verification

8. Window confirming registration will appear. All ARNG and USAR users must upload their HIPAA certificate before their account can be activated.

**My Account > Application Registration**

---

**e-Profile Registration Complete**

You have successfully registered for e-Profile. A confirmation email has been sent to your registered account address.

Before you can login to e-Profile, your account must be approved.  
 You will receive another email once your account has been approved.

---

**Your HIPAA Certificates**

Status	Exp. Date
Missing	

**IMPORTANT NOTE:** You must be HIPAA certified to use this application.

If you have a valid certificate in an electronic form, click the upload button below to upload your certificate. This certificate will need to be approved by your approval authority before you can use this application.

If you have a valid certificate, but it is not in an electronic form, please take the necessary steps to obtain an electronic form and return to upload the certificate.

#### Registration Confirmation

9. For ARNG and USAR users, click Upload to upload your HIPAA. A popup is displayed, requesting the HIPAA document date, location and file name.

Document Upload - Windows Internet Explorer provided by ASM Res...

**HIPAA Certificate**  
 for xxx-xx-1541

**Document Date:** 12/30/2011

**Description:** HIPAA Certificate

**Location:** (ARNG) Delaware

**Source:** ☒ File ☐ Scanner

**Filename:** C:\e-Profile\HIPAA Dec 2

10. Click 'Exit' Registration is complete. Your request has been forwarded to the appropriate e-Profile administrator.

11. If you are a credentialed provider, you must complete the Medical Profiling Course (Course Number '081SDL10-00CDL-0003') before you can access e-Profile. Your request for access will be forwarded to the appropriate e-Profile administrator and can be approved, but you will not be able to access system until e-Profile has received notification from ATRRS that you have completed the course. Please see Appendix B for instructions on how to register and launch the course.

In accordance with HQDA EXORD 185-11: Reduction of Non-Deployables profiling officers providers are required to complete the Providers Medical Readiness and Profiling Course (081SDL10-00CDL-0003) prior to gaining access to the e-Profile application. Your account will automatically be activated once e-Profile receives confirmation you have completed the training. Please follow the steps below to register and complete the course. If you need further assistance, please contact the AMEDD Army Training Help Desk (ATHD) at: [online.helpdesk@amedd.army.mil](mailto:online.helpdesk@amedd.army.mil) or 1-888-263-3356, option #2 or DSN: 471-6288. The hours of operation are Monday-Friday, 0700-1600 (CST). Please note it may take 24 – 48 hours before e-Profile receives notification of course completion and can reactivate your account.

## 4.0 System Navigation

### Back Button

Each page includes a Back Button, allowing users to return to the previous screen. This emulates the Internet back button. Click the **Back** button to return to the previous screen / page.

### Retaining Previous Soldier Information

The system displays (saves) the information from the latest SSN / Soldier you were working with when returning to the Welcome Page or selecting Find Profile. Click

**Revise Soldier Search**

to select a different Soldier / Service Member.

1. Enter Soldier's name or SSN, displaying Soldier Profile History. Click 'view' next to the profile, displaying the Soldier's profile.

**PV1. FTLEE03 SOLDIER**

SSN: xxxxx0103
Rank: PV1
DOB: 19800303
Gender: Male

Unit: W1D419 (16TH ORD BN CO G TR)
Active Army | MOS: 11B | Active PULHES: 113111 (Last Issued: 20110823)

Region: FT LEE
Email: (not available)

e-Profile Soldier ID: 1767

Revise Soldier Search

Display Temporary Profile Statistics
(Show Details...)

MEDPROS PULHES
(Show Details...)

Create/Upload/Scan Profiles
(Show Details...)

Display Profiles
(Hide Details...)

Profile History
All
All

Submitted	Approve Date	Created By	Expires	Profile Type	PULHES	Primary Diagnosis	Status	CMDR View
20110921	20110921	SystemAdmin, MND	20120123	Temporary	411111	Heat Injury	Deleted	View
20110823	20110823	Ft Lee1, Physician	99990101	Permanent	113111	KNEE REPLACEMENT	Approved	View
20110823	20110823	Ft Lee1, Physician	20111205	Permanent	113111	KNEE REPLACEMENT	Expired	View
20110823	20110823	Ft Lee1, Physician	20110823	Temporary	113111	KNEE REPLACEMENT	Expired	View

2. Click the Back button. System displays the previous page / screen.

Profile MAR2 MEB PEB Reports Administration My Account Contact Us

Profile Draft Profile Pending Approval Returned Profiles Users Pending Approval Users Nearing Expiration

[Back](#)

Profile > View Profile [help center](#)

**Protected Health Information**

[View PDF Form](#) [Downgrade](#) [Modify](#)

<b>SOLDIER INFORMATION</b>			
PID: 2580 Parent: 2425 Profile: Permanent Name: FTLEE03 SOLDIER SSN: xxxxx0103 DOB: 19800303 Grade: PV1 Unit: W1D419 PMOS: 11B			
1. MEDICAL CONDITION: (Description in lay terminology)		2. ALC	3. PULHES
•KNEE REPLACEMENT		CODES (Table 7-2 AR 40-501)	
<input checked="" type="checkbox"/> INJURY? Or <input type="checkbox"/> ILLNESS/DISEASE?		W.B	
		Temporary	P U L H E S
		Permanent	1 1 3 1 1 1
4. PROFILE TYPE		YES	NO

3. The system returns the information for the Soldier you were viewing. Click

[Revise Soldier Search](#)

to pull up another Soldier.

Profile > Find Profile [help center](#)

**PV1. FTLEE03 SOLDIER**

SSN: xxxxx0103 Rank: PV1 DOB: 19800303 Gender: Male  
 Unit: W1D419 (16TH ORD BN CO G TR) Active Army | MOS: 11B | Active PULHES: 113111 (Last Issued: 20110823)  
 Region: FT LEE Email: (not available)  
 e-Profile Soldier ID: 1767

[Revise Soldier Search](#)

Display Temporary Profile Statistics (Show Details...)

MEDPROS PULHES (Show Details...)

Create/Upload/Scan Profiles (Show Details...)


Display Profiles (Hide Details...)

Profile History

Submitted	Approve Date	Created By	Expires	Profile Type	PULHES	Primary Diagnosis	Status	CMDR View
20110921	20110921	SystemAdmin, MND	20120123	Temporary	411111	Heat Injury	Deleted	<a href="#">View</a>
20110823	20110823	Ft Lee1, Physician	99990101	Permanent	113111	KNEE REPLACEMENT	Approved	<a href="#">View</a>
20110823	20110823	Ft Lee1, Physician	20111205	Permanent	113111	KNEE REPLACEMENT	Expired	<a href="#">View</a>
20110823	20110823	Ft Lee1, Physician	20110823	Temporary	113111	KNEE REPLACEMENT	Expired	<a href="#">View</a>


## Exporting Data to Spreadsheet

Users have the ability to export data from reports and other grids (i.e., View All Profiles) to an excel spreadsheet.

- When available, click . You will be asked if you want to open or save the file.

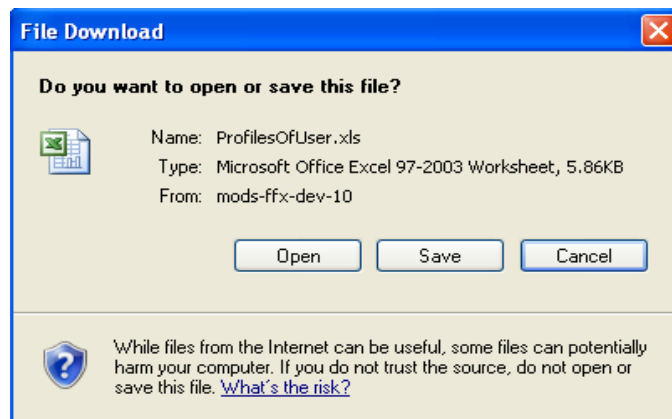
Rows per page: 50

Submitted	Approve Date	Expires	SSN	Name	UIC	Type	PULHES	Primary Diagnosis	Status	ALC	Board Review		
20120215	20120215	20120313	xxxxx1003	DELAWARE03 SOLDIER	W779YY	Temporary	131111	SPRAIN OF UNSPECIFIED SITE OF SHOULDER AND UPPER A	Approved	B	NA	<a href="#">View PDF</a>	<a href="#">View</a>
20120216	20120216	99990101	xxxxx1008	DELAWARE08 SOLDIER	W779YY	Permanent	311111	ROUTINE GENERAL MEDICAL EXAMINATION AT A HEALTH CA	Approved	B	ND-PEB	<a href="#">View PDF</a>	<a href="#">View</a>
20120308	20120308	99990101	xxxxx1003	DELAWARE03 SOLDIER	W779YY	Permanent	111111	ROUTINE GENERAL MEDICAL EXAMINATION AT A HEALTH CA	Approved	B	NA	<a href="#">View PDF</a>	<a href="#">View</a>
20120302	20120302	99990101	xxxxx1004	DELAWARE04 SOLDIER	W779YY	Permanent	333311	HEARING LOSS	Approved	J1,B	MAR2	<a href="#">View PDF</a>	<a href="#">View</a>
20120304		99990101	xxxxx1005	DELAWARE05 SOLDIER	W779YY	Permanent	333311	DISLOCATION OF SHOULDER	Pending Approval	B	MAR2	<a href="#">View PDF</a>	<a href="#">View</a>
20120304	20120304	20120604	xxxxx1005	DELAWARE05 SOLDIER	W779YY	Temporary	333311	DISLOCATION OF SHOULDER	Approved		NA	<a href="#">View PDF</a>	<a href="#">View</a>
20120308		99990101	xxxxx1004	DELAWARE04 SOLDIER	W779YY	Permanent	333311	HEARING LOSS	Pending Approval	J1,B,F,W	NA	<a href="#">View PDF</a>	<a href="#">View</a>
20120308	20120308	20120608	xxxxx1004	DELAWARE04 SOLDIER	W779YY	Temporary	333311	HEARING LOSS	Approved		NA	<a href="#">View PDF</a>	<a href="#">View</a>
20120308		99990101	xxxxx1004	DELAWARE04 SOLDIER	W779YY	Permanent	333311	HEARING LOSS	Pending Approval	J1,B	MEB	<a href="#">View PDF</a>	<a href="#">View</a>
20120308	20120308	20120608	xxxxx1004	DELAWARE04 SOLDIER	W779YY	Temporary	333311	HEARING LOSS	Approved		NA	<a href="#">View PDF</a>	<a href="#">View</a>



### Profile List

- Click open or save.



### File Download Window



3. View the spreadsheet.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Submitted	Approve Date	Expires	SSN	Name	UIC	Type	S	Primary Diagnosis	Status	ALC	Board Review	View	View
2	20120215	20120215	20120313	xxxxx1003	DELAWARE03 SOLDIER	w779YY	Temporary	131111	SPRAIN OF UNSPECIFIED SITE OF SHOULDER AND UPPER A	Approved	B	NA	View PDF	View
3	20120216	20120216	99990101	xxxxx1008	DELAWARE08 SOLDIER	w779YY	Permanent	311111	ROUTINE GENERAL MEDICAL EXAMINATION AT A HEALTH CA	Approved	B	ND-PEB	View PDF	View
4	20120308	20120308	99990101	xxxxx1003	DELAWARE03 SOLDIER	w779YY	Permanent	111111	ROUTINE GENERAL MEDICAL EXAMINATION AT A HEALTH CA	Approved	B	NA	View PDF	View
5	20120302	20120302	99990101	xxxxx1004	SOLDIER	w779YY	Permanent	333311	HEARING LOSS	Approved	J1B	2-Mar	PDF	View
6	20120304		99990101	xxxxx1005	SOLDIER	w779YY	Permanent	333311	DISLOCATION OF SHOULDER	Approval	B	2-Mar	PDF	View
7	20120304	20120304	20120604	xxxxx1006	SOLDIER	w779YY	Temporary	333311	DISLOCATION OF SHOULDER	Approved		NA	PDF	View
8	20120308		99990101	xxxxx1004	SOLDIER	w779YY	Permanent	333311	HEARING LOSS	Approval	W	NA	PDF	View
9	20120308	20120308	20120608	xxxxx1004	SOLDIER	w779YY	Temporary	333311	HEARING LOSS	Approved		NA	PDF	View
10	20120308		99990101	xxxxx1004	SOLDIER	w779YY	Permanent	333311	HEARING LOSS	Approval	J1B	MEB	PDF	View
11	20120308	20120308	20120608	xxxxx1004	SOLDIER	w779YY	Temporary	333311	HEARING LOSS	Approved		NA	PDF	View
12	FOR OFFICIAL USE ONLY - PRIVACY ACT INFORMATION													

Data List in Excel

## Appendix A: Medical Profiling Course Requirement

### Army Training Requirements and Resources System (ATRRS) Enrollment

For DoD Medical Providers –

To get credit for taking the Medical Profiling course, DoD medical providers must first enroll in the Army Training Requirements and Resources System (ATRRS). The instructions to enroll for the Medical Profiling course in ATRRS for DoD personnel are as follows:

1. Go to <http://www.atrrs.army.mil>
2. Go to ATRRS Channels and click 'Army'
3. Click on 'Self-Development' (under other Army channels)
4. Under Quick Course Search, enter Course Number '081SDL10-00CDL-0003' or enter title 'Medical Profiles' then click 'Search' tab.
5. The Information for Course screen will appear; click 'Register'
6. Click on the 'I Agree' tab at the bottom of the Privacy and Security Notice.
7. Enter the site with CAC or AKO user name and password
8. Complete/submit the 'Training Application' (most of it will be complete when the screen opens)
9. Learner receives a 'Successful Enrollment Response' immediately or within 24 hours
10. Learner can launch the course from ALMS once there is a successful enrollment response.

For non-DoD Medical Providers –

To get credit for taking the Medical Profiling course, non-DoD medical providers must first enroll in the Army non-DoD ATRRS system. You will need to have a Common Access Card (CAC) or provide your Social Security Number (SSN) and date of birth (DOB) in order to gain access to the AITAS website. The instructions to enroll for the Medical Profiles course in ATRRS for non-DoD personnel are as follows:

1. Go to <http://www.atrrs.army.mil/channels/nondod/>
2. Click on 'Apply for Training' (under "Student Functions")
3. Under Quick Course Search, enter Course Number '081SDL10-00CDL-0003' or enter title 'Medical Profiles' then click 'Search' tab.
4. The Information for Course screen will appear; click on 'Register'
5. Click on the 'I Agree' tab at the bottom of the Privacy and Security Notice
6. Enter the site with your CAC or SSN and DOB.
7. Complete/submit the 'Training Application' (most of it will be complete when the screen opens)
8. Learner receives a 'Successful Enrollment Response' immediately or within 24 hours
9. Learner can launch the course from ALMS once there is a successful enrollment response.

### **Army Learning Management System (ALMS) Course Access Process**

Once registered for the course in ATRRS, instructions to launch the course in the ALMS are as follows:

1. Go to the AKO Home Page ([www.us.army.mil](http://www.us.army.mil))
2. Click on 'Self Service'
3. Click on 'My Training'
4. Click on 'ALMS' (NOTE: Helpful information also appears in the ALMS box). If you do not see ALMS, click 'Customize' and check 'ALMSXNTS'; the course (Medical Profiles) will appear in the list of My Enrollments
5. Under the Actions column click 'Launch' to activate the Medical Profiles (LOI). Read the LOI and then go to the Medical Profiles course.
6. Under the Actions column click 'Launch' to activate the Medical Profiles course. Complete the course.
7. Under the Actions column click 'Launch' to activate the Medical Profiles End of Lesson Assessment test. Complete the test.
8. After completing the course and test, ALMS will electronically notify ATRRS of course completion. ATRRS will automatically update e-Profile. Please note it may take 24 – 48 hours from the time the course is completed before it is reflected in e-Profile.

Please contact the AMEDDC&S helpdesk with questions.

Website: [online.helpdesk@amedd.army.mil](mailto:online.helpdesk@amedd.army.mil)

Phone: 1-888-263-3356, Option #2 or DSN: 471-6288

The AMEDD ATHD hours of operation are Monday-Friday, 0700-1600 (CST).

### SWANK Healthcare System Medical Profiles Course Access Process

You must be registered to access the online course. To register, visit <https://army.swankhealth.com> Click the **Login Help** link and then the **Need to Register** link and complete the requested information.

The SWANK training option is only available for profiling officers assigned to Army Treatment Facilities (MTF) and clinics. All other providers will be required to register in Army

#### LOGIN

1. Select your Facility from the dropdown box.
2. Enter you ID and Password (case sensitive)
3. Click the Login button
4. To retrieve your login by email, click the Forgot Your Login Information? Link.

#### SELECT A COURSE

1. Click the **Course List** button
2. Under **Medical Profiles**, click the **Physician** link
3. Click the **View Course** link
4. Click the **Launch Course** button.

#### VIEW THE COURSE

1. The video will begin automatically.
2. Use the controls at the bottom of the screen.

#### ANSWER THE KNOWLEDGE CHECK QUESTIONS

1. Click the **Next** button proceed to the questions (step not shown)
2. For every question, click the **circle** to indicate your answer. Then click **Submit** at the bottom of the screen.

#### ANSWER THE TEST QUESTIONS

1. For every question, click the **circle** to indicate your answer. The click **Submit** at bottom of screen.
2. Important! After Question 15, click the **View Results** button.
3. A score of 70% is required to pass. If you fail, you may re-take the test.
4. Click the **Finish** button when you have passed.

For assistance, please call SWANK Healthcare at 1-800-950-4248 or email [mail@swankhealth.com](mailto:mail@swankhealth.com).

## Appendix B: User Roles per Component

### ACTIVE ARMY

ACTIVE ARMY			
Role	Module	Permission	Description
C1SA	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		Approve uploaded	Approve manually uploaded Profiles for Soldiers.
		Delete uploaded	Delete manually uploaded profiles for Soldiers
Installation Administrator	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Delete uploaded	Delete manually uploaded profiles for Soldiers
Deputy	Admin	View user list	View a list of users registered with the application.

ACTIVE ARMY			
Role	Module	Permission	Description
Commander of Clinical Services		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		Approve	Approve/provide the 2 <sup>nd</sup> signature for a profile.
		Extend/Downgrade	Extend or Downgrade and active Profile for a Soldier.
		Expire	Manually expire a Profile before its set expiration date.
		Mark a Profile for Delete	Mark a Profile for Delete
		Approve uploaded	Approve manually uploaded Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
Medical Evaluation Board Doctor	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		Approve	Approve/provide the 2 <sup>nd</sup> signature for a profile.
		Extend/Downgrade	Extend or Downgrade and active Profile for a Soldier.
		Expire	Manually expire a Profile before its set expiration date.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
RMC_AA	Profile	View existing	View existing Profiles for Soldiers.

ACTIVE ARMY			
Role	Module	Permission	Description
		Approve	Approve/provide the 2 <sup>nd</sup> signature for a profile.
Physician	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
		View MAR2 draft	New Profile draft generated by a recent MAR2.
Physician Assistant / Nurse Practitioner	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
		View MAR2 draft	New Profile draft generated by a recent MAR2.
Care Manager	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Scan/Upload	Scan/Upload previously completed Soldier Profiles

ACTIVE ARMY			
Role	Module	Permission	Description
		View drafts	View profiles that are in Draft status.
Physician Clerk	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
Unit Administrator	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
Unit Manager	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		40-501 Compliant	Soldier Profile that meets 40-501



ACTIVE ARMY			
Role	Module	Permission	Description
		40-501 Non-compliant	Soldier Profile that does not meet 40-501
UCMDR (Unit Commander)	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Enter commander review	Provider commander review for a Profile
Company Commander Clerk	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Enter commander review	Provider commander review for a Profile
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
SR HR Admin	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MAR2	View results	View MAR2 Review Results.
		Manage checklist	Manage the checklist of work items required for an MAR2.
		Manage documents	Manage the documents uploaded for a MAR2 Review or Soldier pertaining to MAR2.
		Manage locations	Manage meeting locations for an MAR2 Review.
		Manage pending MAR2s	MAR2s that are pending their scheduled review.
		Manage MAR2 preparation	MAR2s in preparation and require management until their review.
		View delayed soldiers	View Soldiers that were delayed to being assigned to a MAR2.
		Enter voting results	Provide MAR2 voting results for a Soldier.
		Quick Capture Results	Quick Capture Results
		Manage MAR2 Folders	Create Delete Close Mar2 Folder
		Upload docs post MAR2	Upload documents to Board/Soldier Checklist post MAR2
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.

ACTIVE ARMY			
Role	Module	Permission	Description
	Profile	View existing	View existing Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		40-501 compliant	Soldier Profile that meets 40-501 regulation.
		Create Post-Board MAR2 Profile	Create a post-board MAR2 Profile to send to MEDPROS
Installation HR	MAR2	View results	View MAR2 Review Results.
		Manage checklist	Manage the checklist of work items required for an MAR2.
		Manage documents	Manage the documents uploaded for a MAR2 Review or Soldier pertaining to MAR2.
		Manage pending soldiers	View and manage Soldiers in queue awaiting MAR2 Review assignment.
		Manage MAR2 preparation	MAR2s in preparation and require management until their review.
		View delayed soldiers	View Soldiers that were delayed to being assigned to a MAR2.
		Create MAR2 Record	Create a Record in MAR2 when profile is missing in eProfile
		Result Notification	MAR2 Review Results
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.

## NATIONAL GUARD

NATIONAL GUARD			
Role	Module	Permission	Description
NGB System Administrator	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MAR2	View Results	View MAR2 Review Results
		Manage Locations	Manage meeting locations for a MAR2 Review
		Manage MAR2 Preparation	MAR2s in preparation and require management until their review
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
Deputy State Surgeon (DSS)	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MAR2	View Results	View MAR2 Review Results
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Delete uploaded	Delete manually uploaded profiles for Soldiers
Approval Authority	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.

NATIONAL GUARD			
Role	Module	Permission	Description
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		Approve	Approve/provide the 2 <sup>nd</sup> signature for a profile.
		Create Post-Board MEB Profile	Create a post-board MEB Profile to send to MEDPROS
		Create Post-Board MAR2 Profile	Create a post-board MAR2 Profile to send to MEDPROS
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade and active Profile for a Soldier.
		Expire	Manually expire a Profile before its set expiration date.
		Mark a Profile for Delete	Mark a Profile for Delete
		Approve uploaded	Approve manually uploaded Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
	Delete Uploaded	Delete an uploaded Profile	
Provider - Military	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.

NATIONAL GUARD			
Role	Module	Permission	Description
		View returned	View Profiles that have been returned
Provider - Contractor	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
Physician Assistant / Nurse Practitioner	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
Provider Proxy	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
Case Manager	MAR2	View Results	View MAR2 Review Results

NATIONAL GUARD			
Role	Module	Permission	Description
- Nurse			
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
Case Manager - Social Worker	MAR2	View Results	View MAR2 Review Results
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
Unit Commander	MAR2	View Results	View MAR2 Review Results
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Enter commander review	Provider commander review for a Profile
Unit Administrative Clerk	MAR2	View Results	View MAR2 Review Results
		Enter Voting Results	Provide MAR2 voting results for a Soldier
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
Unit Readiness /	MAR2	View Results	View MAR2 Review Results
		Enter Voting Results	Provide MAR2 voting results for a Soldier

NATIONAL GUARD			
Role	Module	Permission	Description
Training NCO			
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
ARNG Personnel Division	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MAR2	View Results	View MAR2 Review Results
		Manage MAR2 Preparation	MAR2s in preparation and require management until their review
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		40-501 compliant	Soldier Profile that meets 40-501 regulation.
		40-501 non-compliant	Soldier Profile that do not meet 40-501 regulation.
Health Systems Specialist	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MAR2	View results	View MAR2 Review Results.
		Manage checklist	Manage the checklist of work items required for an MAR2.
		Manage documents	Manage the documents uploaded for a MAR2 Review or Soldier pertaining to MAR2.
		Manage pending MAR2s	MAR2s that are pending their scheduled review.
		Manage MAR2 preparation	MAR2s in preparation and require management until their review.
		View delayed soldiers	View Soldiers that were delayed to being assigned to a MAR2.

NATIONAL GUARD			
Role	Module	Permission	Description
		Enter voting results	Provide MAR2 voting results for a Soldier.
		Quick Capture Results	Quick Capture Results
		Manage MAR2 Folders	Create, Delete, Close Mar2 Folder
		Upload docs post MAR2	Upload documents to Board/Soldier Checklist post MAR2
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		40-501 compliant	Soldier Profile that meets 40-501 regulation.
		40-501 non-compliant	Soldier Profile that do not meet 40-501 regulation.
		Create post-board MAR2 profile	Create a post-board MAR2 Profile to send to MEDPROS
Battalion Medical Readiness NCO	MAR2	View results	View MAR2 Review Results.
		Manage checklist	Manage the checklist of work items required for an MAR2.
		Manage documents	Manage the documents uploaded for a MAR2 Review or Soldier pertaining to MAR2.
		Manage locations	Manage meeting locations for an MAR2 Review.
		Manage pending MAR2s	MAR2s that are pending their scheduled review.
		Manage pending soldiers	View and manage Soldiers in queue awaiting MAR2 Review assignment.
		Manage MAR2 preparation	MAR2s in preparation and require management until their review.
		View delayed soldiers	View Soldiers that were delayed to being assigned to a MAR2.
		Manage MAR2 Folders	Create, Delete, Close Mar2 Folder
		Result Notification	MAR2 Review Results
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		40-501 compliant	Soldier Profile that meets 40-501 regulation.
		40-501 non-compliant	Soldier Profile that does not meet 40-501 regulation.
Military Personnel Officer	Admin	Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
	MAR2	View results	View MAR2 Review Results.



NATIONAL GUARD			
Role	Module	Permission	Description
		Enter voting results	Provide MAR2 voting results for a Soldier.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create Post-Board MAR2 Profile	Create a post-board MAR2 Profile to send to MEDPROS

## ARMY RESERVE

ARMY RESERVE			
Role	Module	Permission	Description
AR Admin	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MAR2	View Results	View MAR2 Review Results
		Manage Locations	Manage meeting locations for a MAR2 Review
		Manage MAR2 Preparation	MAR2s in preparation and require management until their review
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
Command Military Medical Administrator	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
RRC / RSC Surgeon	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.

ARMY RESERVE			
Role	Module	Permission	Description
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		Approve	Approve/provide the 2 <sup>nd</sup> signature for a profile.
		Create Post-Board MEB Profile	Create a post-board MEB Profile to send to MEDPROS
		Create Post-Board MAR2 Profile	Create a post-board MAR2 Profile to send to MEDPROS
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade and active Profile for a Soldier.
		Expire	Manually expire a Profile before its set expiration date.
		Mark a Profile for Delete	Mark a Profile for Delete
		Approve uploaded	Approve manually uploaded Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles to e-Profile.
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
		Delete Uploaded	Delete an uploaded Profile
Physician - Military	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned

ARMY RESERVE			
Role	Module	Permission	Description
Provider - Contractor	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
Physician Assistant / Nurse Practitioner	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
Provider Clerk	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
Unit Commander		View drafts	View profiles that are in Draft status.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.

ARMY RESERVE			
Role	Module	Permission	Description
	Profile	View existing	View existing Profiles for Soldiers.
		Enter commander review	Provider commander review for a Profile
Unit Administrative Clerk	MAR2	View Results	View MAR2 Review Results
		Enter Voting Results	Provide MAR2 voting results for a Soldier
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
Personnel Administrator	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
RSC Board Branch Chief	MAR2	View results	View MAR2 Review Results.
		Manage checklist	Manage the checklist of work items required for an MAR2.
		Manage documents	Manage the documents uploaded for a MAR2 Review or Soldier pertaining to MAR2.
		Manage MAR2 preparation	MAR2s in preparation and require management until their review.
		View delayed soldiers	View Soldiers that were delayed to being assigned to a MAR2.
		Enter voting results	Provide MAR2 voting results for a Soldier.
		Quick Capture Results	Quick Capture Results
		Manage MAR2 Folders	Create, Delete, Close Mar2 Folder
		Upload docs post MAR2	Upload documents to Board/Soldier Checklist post MAR2
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		40-501 compliant	Soldier Profile that meets 40-501 regulation.
		40-501 non-compliant	Soldier Profile that does not meet 40-501 regulation.
		Create Post-Board MAR2 Profile	Create a post-board MAR2 Profile to send to MEDPROS
RSC Admin	MAR2	View results	View MAR2 Review Results.

ARMY RESERVE			
Role	Module	Permission	Description
Clerk		Manage checklist	Manage the checklist of work items required for an MAR2.
		Manage documents	Manage the documents uploaded for a MAR2 Review or Soldier pertaining to MAR2.
		Manage locations	Manage meeting locations for an MAR2 Review.
		Manage pending MAR2s	MAR2s that are pending their scheduled review.
		Manage pending soldiers	View and manage Soldiers in queue awaiting MAR2 Review assignment.
		Manage MAR2 preparation	MAR2s in preparation and require management until their review.
		View delayed soldiers	View Soldiers that were delayed to being assigned to a MAR2.
		Manage MAR2 Folders	Create, Delete, Close Mar2 Folder
		Result Notification	MAR2 Review Results
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		40-501 compliant	Soldier Profile that meets 40-501 regulation.

## LOGISTICS HEATH INCORPORATED (LHI)

LOGISTICS HEALTH INCORPORATED			
Role	Module	Permission	Description
Contractor Provider	Admin	View user list	View a list of users registered with the application.
		View user details	View the application level details of a user.
		Manage user permissions	Manage user permissions.
		Approve users	Approve new user registrations to e-Profile.
		Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.
		Manage users	Manage e-Profile application users.
	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Submit Permanent	Submit Permanent Profiles.
		Submit Temporary	Submit Temporary Profiles.
		View Pending 1 <sup>st</sup> Signature	View profiles in queue pending 1 <sup>st</sup> signature.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Expire	Manually expire a Profile before its set expiration date (deprecated)
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.
		View returned	View Profiles that have been returned
Contractor Provider Proxy	MEB	View soldier details	View MEB Results Details By SSN.
	PEB	View soldier details	View PEB Results Details By SSN.
	Profile	View existing	View existing Profiles for Soldiers.
		Create	Create new Profiles for a Soldier.
		Extend/Downgrade	Extend or Downgrade an active Profile for a Soldier
		Scan/Upload	Scan/Upload previously completed Soldier Profiles
		View drafts	View profiles that are in Draft status.